



POSITION VACANCY ANNOUNCEMENT
City of Seguin
"An Affirmative Action/Equal Opportunity Employer"

CRIME VICTIMS LIAISON #1387 12/07/2015

Provides assistance and information to crime victims in an effort to meet their physical, emotional and financial needs thus assisting in their recovery from the crime. Must have knowledge of victim issues, judicial procedures, legal terminology, criminal justice system, and the laws. Must have: ability to explain judicial procedures to victims and family members; communicate orally and in writing, speak publicly and make detailed presentations. Must be able to interact with individuals of varying social, cultural, economic, and professional backgrounds including the ability to effectively deal with callers, visitors or victims; and maintain confidentiality of matters as appropriate. Requires: Associates degree in Criminal Justice, Social Services, or related field and two year's experience relevant to the requirements of the job; operate standard computer applications; and possess a valid Texas Driver's License with good driving record. Bilingual not required, preferred. Applicant must be able to successfully complete a pre-employment drug screen and background check. Starting salary is \$16.98/hour beginning January 1, 2016. Position open until filled. www.seguintexas.gov AA/EOE.